



## **DRIVER**

### **Classification Specification**

#### **ESSENTIAL DUTIES:**

- Safely transport students according to time schedules
- Maintain logs on attendance, repairs, and/or changes to routes
- Performs daily pre-trip inspections per licensing requirements
- Individual positions may be responsible for some or all of the listed duties and/or other related duties

#### **KNOWLEDGE OF:**

- Policies, procedures, and programs of the immediate work unit.
- Principles and practices of administration and management.
- Agency or program rules, regulations, and operating procedures.
- Federal and State rules on the operation of school buses

#### **SKILLED IN:**

- Reading of gauges and indicators on school buses
- CPR, First Aid, and bus evacuation procedures
- Understanding written sentences in a word related document

#### **ABILITY TO:**

- Recognize a problem in the operation of a school bus and prepare a report
- Follow scheduled route within allotted timeline
- Communicate information and ideas effectively so others will understand

#### **SPECIAL CONDITIONS/REQUIREMENTS:**

- Must be able to pass FBI and State background check.
- Defensive Driver Training program to be completed by all Agency personnel that drive on State business
- Positions working directly with students must obtain CIT (Crisis Intervention Training), CPR, and First Aid certification
- Valid Arizona Commercial Driver License with passenger and S endorsement
- Must be able to pass post offer physical
- Must be able to pass beginning Sign Language course

**Class Title:** Driver **Occupational Group:** Operations

**Job Code:** GSD52009

**EEO Code:** 8

**Class Code:** 590

**Pay Grade:** 6

**FLSA:** NE

**Revision date:**

12/20/2007